To request a base speaker for your event, please send an e-mail to <u>pa@grandforks.af.mil</u> with the information below. The subject line should read "SPEAKER REQUEST" The Speakers Bureau is a voluntary program, so speakers can't be guaranteed. Please submit your request no later than 10 days in advance.

- Your name, organization and contact information
- The date, time, location and background information of the event
- The requested subject for the speech (and how long you want the speech to be)
- Any other pertinent information

For more information, please contact (701) 747-5023.